



CITY OF FORT LAUDERDALE

**IN-PERSON AND VIRTUAL AVIATION ADVISORY BOARD  
MEETING MINUTES  
FORT LAUDERDALE EXECUTIVE AIRPORT  
RED TAILS CONFERENCE ROOM  
6000 NW 21 AVENUE, FORT LAUDERDALE, FLORIDA  
THURSDAY, APRIL 22, 2021 – 1:30 P.M.**

	Attendance	Cumulative Attendance 7/2020 – 6/2021	
		Present	Absent
Louis Gavin, Chair	P	7	0
Mark Volchek, Vice Chair	P	6	1
Jeff Johnson	P	7	0
William Gilbert	P	1	0
Robert Laughlin	P	5	1
Wes Szymonik	P	6	1
Pierre Taschereau	P	7	0
Valerie Vitale	P	7	0
Vice Mayor Marlon Bolton, City of Tamarac [non-voting]	P	5	2
Jeff Helyer, City of Oakland Park [non-voting]	P	6	1

**Airport Staff**

Rufus A. James, Airport Director  
Carlton Harrison, Assistant Airport Director  
Jeri Pryor, Program Manager I  
William Ward, Operations Supervisor  
Linda Blanco, Sr. Administrative Assistant

**Others**

Jerry Jean-Phillipe, Virtual Meeting Technician  
Crysta Parkinson, Recording Secretary, Prototype, Inc.  
Don Campion, Banyan Air Service

**CALL TO ORDER**

Chair Louis Gavin called the meeting to order at 1:30 p.m. and introduced himself as the new Chair of this Advisory Board. Mr. Gilbert was welcomed as a new Member.

**Roll Call**

Roll was called and a quorum was determined to be present.

## **APPROVAL OF MINUTES**

- **March 25, 2021**

**Motion** made by Mr. Johnson, seconded by Mr. Volchek, to approve the minutes of the March 25, 2021, meeting as presented. In a voice vote, the motion passed (7-0).

Mr. James read the statement regarding virtual meetings and the process for participation and procedure to be followed in the meeting.

## **VOTING ITEMS**

1. **Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act Airport Coronavirus Response Grant Program (ACRGP) from the Federal Aviation Administration - \$57,000**

Mr. James explained the purpose of the grant is to prevent, prepare for, and respond to the coronavirus. This grant relates to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the Airport, and debt service payments. Particular emphasis will be given to additional cleaning services at the Airport, Airport Maintenance Building, and the Customs and Border Protection facility.

Staff recommends acceptance of Grant Funds for the Coronavirus Response and Relief Supplemental Appropriations Act Airport Coronavirus Response Grant Program for Fort Lauderdale Executive Airport in the amount of \$57,000.

**Motion** made by Mr. Laughlin, seconded by Mr. Volchek, to accept the proposal as submitted. In a voice vote, the motion passed unanimously (7-0).

## **UPDATE ITEMS**

### **A. Noise Compatibility Program**

Mr. James spoke briefly regarding the report for the month of March. There was a 19% reduction in the number of calls even though there were more than normal cold fronts for March. He offered to answer any questions the Board may have.

Mr. Volchek commented that the Airport seemed busy as usual; Mr. James stated that the tenants seem very pleased with that. Fuel flowage review reflected 1.1 million gallons of jet fuel pumped for March, which was a 25% increase from February. General discussion on traffic followed.

There were no other questions or comments from the Board.

## **B. Development and Construction**

Mr. Ward, Operations Supervisor, gave his report (see attached). Some highlights were as follows:

- Taxiway Foxtrot is going to move into Phase 3 beginning Tuesday, April 27<sup>th</sup>.
- Two additional projects will be kicking off between May and June; they still in pre-construction phase. Both projects in mobilization phase are:
  - Runway guard lights for safety purposes.
  - Taxiway signage project.

There were no questions or comments from the Board.

## **C. Arrearages**

Mr. James reported that there are no arrearages to report either for rent or fuel flowage.

Mr. James was asked for an update on sublease for prime tenant, First Industrial. Mr. James replied that First Industrial developed the site and created a shell for sublessee. It is expected the sublessee will be onsite and operational in about four to six months. There was an announcement in The Business Journal last month, discussing the number of jobs the sublessee will be bringing into the area.

## **D. Communications to the City Commission – None**

## **E. Other Items**

### **i. Southeast Chapter of the American Association of Airport Executives' 2021 Airport Professional of the Year - Rufus A. James**

Chair Gavin recognized and congratulated Mr. James as the Executive Airport Manager 2021 Airport Professional of the Year by the Southeast Chapter of the American Association of Airport Executives (SEC-AAAE). Mr. James started with the Airport in 1999 and has worked his way up the ladder. He is accomplished in his field with his Master's Degree from FAU and a Bachelor's from the University of New Haven.

Mr. James gave thanks to his staff before giving an overview of the history of management within the Airport. Next, he recognized the great tenants that attract businesses to the area. Our job is to help them prosper and become a benefit to the community.

Chair Gavin urged everyone look at page 16 of the Board Packet; the City's Press Release stated all the things that Mr. James does to involve young people in the Airport and aviation-related careers.

Mr. Champion, President of Banyan Air Service, spoke on behalf of their 200 teammates. They want to congratulate Mr. James on receiving this honor. The relationship between Banyan and Airport Management has been an open door on both sides. More than just a place that pumps fuel, FXE really caters to those coming to the City seeking business opportunities and be part of the City's success. Mr. James and management go beyond what other airports accomplish such as the Customs and Border Protection, the new tower, and getting FAA grants. As a result, customers rave about the Airport, attracting more clients which, in turn, helps us as an airport business.

**ii. 2021 Fort Lauderdale Air Show**

Mr. James spoke about the 2021 Air Show, May 8<sup>th</sup> and 9<sup>th</sup>. It is always a great passion to deal with aviation and is appreciative of the Air Show being brought back to Fort Lauderdale this year, and it will be on Mother's Day Weekend. Visit [www.lauderdaleairshow.com](http://www.lauderdaleairshow.com) for more details.

There were no questions or comments from the Board.

**iii. Public Comments - None**

Johannah Carter, Property Manager with Sheltair, wanted to congratulate Mr. James and his staff and Board Members for having made Executive Airport a special place to be and a special place to work.

**NEXT SCHEDULED MEETING DATE: THURSDAY, MAY 27, 2021 – 1:30 P.M.**

**ADJOURNMENT**

There being no further business to come before the Board at this time, the meeting was adjourned at 2:02 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

Attachments:   Item #1: Acceptance of Grant Funds from CRRSA-ACRGP  
                  Update Item A: Cooperative Noise Abatement Effort  
                  Update Item B: Development and Construction Taxiway Foxtrot  
                  Update Item E.i. Rufus James, 2021 Airport Professional of the Year  
                  Update Item E.ii. Fort Lauderdale Air Show Flyer